

SCHOOL YEAR 1939-40

# TRUSTEE'S ORDER-CHECK BOOK

School District No. 5

Town of Leaning

County of Walter

Benjamin H. Taylor  
Signature of Trustee

PROPERTY  
OF DISTRICT



THIS ORDER-CHECK BOOK IS AN OFFICIAL RECORD OF YOUR  
OFFICE; THE DISTRICT SUPERINTENDENT IS REQUIRED  
TO EXAMINE IT FROM TIME TO TIME

## REGULATIONS OF THE COMMISSIONER OF EDUCATION ON FINANCIAL ACCOUNTING

### COMMON SCHOOL DISTRICTS

The officers of common school districts shall carry out the following financial procedure:

1 Pursuant to section 253-a of the Education Law, the trustee or trustees shall designate a bank or banks for the deposit of all district funds.

2 Pursuant to section 253 of the Education Law, the trustee or trustees shall designate the collector to act as disbursing officer where none has been elected, and shall issue an order on the supervisor authorizing him to transfer the state apportionments to the collector-treasurer.

3 The proceeds of all loans shall at once be deposited in the designated bank.

4 All funds of the district shall be paid to the collector-treasurer and no funds shall be withdrawn, except on the written order of the trustee or trustees.

5 Payments shall be made only by order-checks provided by the Education Department and signed by the trustee or trustees and the collector-treasurer.

6 In districts having three trustees orders shall be signed by at least two of them.

7 Trustees shall keep itemized bills to support all orders.

8 It is the duty of the trustees to make sure that the obligations of the district are kept within available appropriations and no orders may be drawn beyond the limits of the available funds. [Section 284, Education Law; Section 1871, Penal Law.]

9 Trustees may require detailed report from treasurer at any time.

10 The records of the district are public records and must always be available for examination.

11 At the end of the school year, the order-check book kept by the trustees and the cash book kept by the collector-treasurer shall be delivered to the district superintendent at the time the trustees' annual financial report is filed.

12 The trustee or trustees shall settle all accounts of the district prior to June 30th.

13 The collector-treasurer must secure and verify the district's bank statements before preparing written reports to the trustee and the annual school meeting.

14 The return bank statements, canceled checks, debit charge slips and canceled short-term notes are part of the official records of the collector-treasurer and shall be preserved. These records shall always be available for examination.

15 On or before the first day of April the trustee or trustees shall file their certificate and the collector's account of unpaid taxes and affidavit with the county treasurer as required by section 434 of the Education Law.

## ORDER OF DESIGNATION OF BANK (For Sole Trustee)

The University of the State of New York  
The State Education Department

Form 1

[Date]

In compliance with section 253-a of the State Education Law, amended 1935, as trustee of School District No. .... Town of ..... County of .....,  
I direct you to deposit promptly all district funds in the following bank which is hereby designated as the District depository.

### IMPORTANT

On or before the first day of July the trustee shall require the collector-treasurer to file a suitable bond with the trustee.

On or before the first day of April 1940 the trustee shall file his certificate and the collector's account of unpaid taxes and affidavit with the county treasurer as required by section 434 of the Education Law.

In order to protect the school district and the officers the trustee should make out order-checks in ink and make sure that the copy is an exact and clear copy of the original.

Forms are provided in the collector-treasurer's cash book on which he may report receipts and balance to the trustee on the first of each month.

A short-term note register form is provided for the trustee's use in the trustee's order-check book.

### LIST OF FORMS

- Form 1 Order of Designation of Bank, for sole trustee
- Form 2 Order of Designation of Bank, for board of trustees
- Form 3 Report to District Superintendent of Amount of Tax Levy
- Form 4 Order on Supervisor for Transfer of Public Money
- Form 5 Short-Term Note Register



ORDER OF DESIGNATION  
OF BANK

(For Sole Trustee)

The University of the State of New York  
The State Education Department

Form 1

.....  
[Date]

In compliance with section 253-a of the State Education Law, amended 1935, as trustee of School District No. .... Town of ....., County of ....., I direct you to deposit promptly all district funds in the following bank which is hereby designated as the District Bank Depository.

.....  
(Name and Location of Bank Designated)

This copy to be filed with school district collector-treasurer

.....  
[Signature of Trustee]

ORDER OF DESIGNATION  
OF BANK

(For Sole Trustee)

The University of the State of New York  
The State Education Department

.....  
[Date]

I, ....., being the duly elected trustee of School District No. .... Town of ....., County of ....., for the fiscal year beginning July 1, 1939, and ending June 30, 1940, do in compliance with section 253-a of the Education Law direct that all funds of the school district shall be deposited in the

.....  
(Name and Location of Bank Designated)

which is hereby designated as the District Bank Depository and said bank is hereby authorized to pay only checks signed by the officers whose specimen signatures appear below.

.....  
[Signature of Collector-Treasurer]

This copy to be filed with officers of bank designated

.....  
[Signature of Trustee]

ORDER OF DESIGNATION  
OF BANK

(For Sole Trustee)

The University of the State of New York  
The State Education Department

.....  
[Date]

In compliance with section 253-a of the State Education Law, amended 1935, as trustee of School District No. .... Town of ....., County of ....., I have directed the collector-treasurer ..... to deposit all district funds in the following bank which is hereby designated as the District Bank Depository.

.....  
(Name and Location of Bank Designated)

This copy to be filed with district superintendent

.....  
[Signature of Trustee]



ORDER OF DESIGNATION  
OF BANK  
(For Sole Trustee)

The University of the State of New York  
The State Education Department

Form 1

.....  
[Date]

In compliance with section 253-a of the State Education Law, amended 1935, as trustee of School District No. .... Town of ....., County of ....., I direct you to deposit promptly all district funds in the following bank which is hereby designated as the District Bank Depository.

.....  
(Name and Location of Bank Designated)

This copy to be filed with school district collector-treasurer

.....  
[Signature of Trustee]

ORDER OF DESIGNATION  
OF BANK  
(For Sole Trustee)

The University of the State of New York  
The State Education Department

.....  
[Date]

I, ....., being the duly elected trustee of School District No. .... Town of ....., County of ....., for the fiscal year beginning July 1, 1939, and ending June 30, 1940, do in compliance with section 253-a of the Education Law direct that all funds of the school district shall be deposited in the

.....  
(Name and Location of Bank Designated)

which is hereby designated as the District Bank Depository and said bank is hereby authorized to pay only checks signed by the officers whose specimen signatures appear below.

.....  
[Signature of Collector-Treasurer]

This copy to be filed with officers of bank designated

.....  
[Signature of Trustee]

ORDER OF DESIGNATION  
OF BANK  
(For Sole Trustee)

The University of the State of New York  
The State Education Department

.....  
[Date]

In compliance with section 253-a of the State Education Law, amended 1935, as trustee of School District No. .... Town of ....., County of ....., I have directed the collector-treasurer ..... to deposit all district funds in the following bank which is hereby designated as the District Bank Depository.

.....  
(Name and Location of Bank Designated)

This copy to be filed with district superintendent

.....  
[Signature of Trustee]



ORDER OF DESIGNATION  
OF BANK

(For Board of Trustees)

The University of the State of New York  
The State Education Department

Form 2

.....  
[Date]

In accordance with the provisions of section 253-a of the Education Law, and upon a resolution adopted at a meeting of the board of trustees of School District No. .... Town of .....,  
County of ....., and as entered upon the minutes of such meeting, you are directed to deposit all district funds in the following bank which is hereby designated for the deposit of all moneys received by the collector-treasurer of this district.

.....  
[Name and Location of Bank Designated]

This copy to be filed with school district collector-treasurer

.....  
[Chairman of Board of Trustees]

ORDER OF DESIGNATION  
OF BANK

(For Board of Trustees)

The University of the State of New York  
The State Education Department

.....  
[Date]

Passed at a regularly called meeting held....., 1939.  
Resolved that all district funds shall be deposited in the

.....  
[Name and Location of Bank Designated]

which is hereby designated for the deposit of all money received by the collector-treasurer of the district and said bank is authorized to pay only checks signed by any two trustees and the collector-treasurer whose specimen signatures appear below.

.....  
[Signature of Trustee]

.....  
[Signature of Collector-Treasurer]

.....  
[Signature of Trustee]

This copy to be filed with officers of bank designated

.....  
[Signature of Trustee]

ORDER OF DESIGNATION  
OF BANK

(For Board of Trustees)

The University of the State of New York  
The State Education Department

.....  
[Date]

In accordance with the provisions of section 253-a of the Education Law, and upon resolution adopted at a meeting of the board of trustees of School District No. .... Town of .....,  
County of ....., and as entered upon the minutes of such meeting, the collector-treasurer has been directed to deposit all district funds in the following bank which is hereby designated for the deposit of all moneys received by the collector-treasurer of this district.

.....  
[Name and Location of Bank Designated]

This copy to be filed with district superintendent

.....  
[Chairman of Board of Trustees]



ORDER OF DESIGNATION  
OF BANK

(For Board of Trustees)

The University of the State of New York  
The State Education Department

Form 2

.....  
[Date]

In accordance with the provisions of section 253-a of the Education Law, and upon a resolution adopted at a meeting of the board of trustees of School District No. .... Town of .....,  
County of ....., and as entered upon the minutes of such meeting, you are directed to deposit all district funds in the following bank which is hereby designated for the deposit of all moneys received by the collector-treasurer of this district.

.....  
[Name and Location of Bank Designated]

This copy to be filed with school district collector-treasurer

.....  
[Chairman of Board of Trustees]

ORDER OF DESIGNATION  
OF BANK

(For Board of Trustees)

The University of the State of New York  
The State Education Department

.....  
[Date]

Passed at a regularly called meeting held ....., 1939.  
Resolved that all district funds shall be deposited in the

.....  
[Name and Location of Bank Designated]

which is hereby designated for the deposit of all money received by the collector-treasurer of the district and said bank is authorized to pay only checks signed by any two trustees and the collector-treasurer whose specimen signatures appear below.

.....  
[Signature of Trustee]

.....  
[Signature of Collector-Treasurer]

.....  
[Signature of Trustee]

This copy to be filed with officers of bank designated

.....  
[Signature of Trustee]

ORDER OF DESIGNATION  
OF BANK

(For Board of Trustees)

The University of the State of New York  
The State Education Department

.....  
[Date]

In accordance with the provisions of section 253-a of the Education Law, and upon resolution adopted at a meeting of the board of trustees of School District No. .... Town of .....,  
County of ....., and as entered upon the minutes of such meeting, the collector-treasurer has been directed to deposit all district funds in the following bank which is hereby designated for the deposit of all moneys received by the collector-treasurer of this district.

.....  
[Name and Location of Bank Designated]

This copy to be filed with district superintendent

.....  
[Chairman of Board of Trustees]



The University of the State of New York  
The State Education Department

Immediately after the district Tax Warrant has been placed in the hands of the collector, mail this report to the district superintendent.

## REPORT TO DISTRICT SUPERINTENDENT

1939-40

Name of District De Wittville  
District No. 5 Town of Denning County of Wester C.C.

The district superintendent is required to furnish the following information to the State Tax Commission.

The trustee will need this information for the Annual Financial Report at the end of the school year.

NAME OF TOWN	ASSESSED VALUE	AMOUNT OF LEVY	TAX RATE PER \$1000 OF ASSESSED VALUE
Denning	\$	\$	\$
	38490	342.45	5.00
Total .....	\$38490	\$342.45	

Have you filed an acceptable bond with the town clerk to qualify the collector to receive the tax

warrant? [Section 252, Education Law.] Yes...X... No.....

Date of tax warrant. Sept 7th

Total amount of short term indebtedness on July 1, 1939..... \$ 2000

Total amount of bonded indebtedness..... \$ none

Sept 25, 1939  
[Date]

[Signed] Oscar Haugthaling

One copy for District Superintendent



The University of the State of New York  
The State Education Department

After January 1st this order shall be drawn on the town supervisor for the public moneys apportioned to the district.

ORDER ON SUPERVISOR FOR  
TRANSFER OF PUBLIC MONEYS

Issued Mar 9 - 19 40

To Loran Dean, Supervisor of the  
Name of Supervisor

Town of Deny  
Address of Supervisor

WHEREAS Oscar Houghtaling is the duly elected collector  
Name of District Officer

of School District No. 5, Town of Deny, and whereas the voters of the district have not elected a separate treasurer, as the duly elected trustee I hereby designate said collector to act as the disbursing agent of this school district, pursuant to the provisions of section 253 of the Education Law; and

WHEREAS the above-named disbursing collector has given bond for all school moneys coming into his hands, and whereas the said bond has been approved by the trustee (or board of trustees) of the said district and placed on file in the office of the town clerk of the Town of Deny, as required by section 253, subdivision 2, of the Education Law;

Therefore, you are hereby authorized and directed to pay over to him the public money due said school district, said amount to be paid over when made available by the Comptroller of the State of New York.

Check should be forwarded to  
District Officer designated below.

Name of Collector (or Treasurer)

Signature of Trustee or  
Chairman of Board of Trustees

Address of Disbursing Officer

Address of Trustee or Chairman



## SHORT-TERM NOTE REGISTER

The trustees shall pay or renew all short-term notes on the date the notes fall due. This table is included for the trustee's use for making a record of short-term notes

DATE OF LOAN	FROM WHOM BORROWED	AMOUNT BORROWED	DATE DUE	DATE RENEWED	AMOUNT PAID ON NOTE	DATE PAID	INTEREST PAID	DATE
		Total amount of loans paid			\$	Total interest paid	\$	



DATE	RECEIPTS REPORTED BY COLLECTOR	AMOUNT
	Carried forward	\$
	Total (to be carried forward)	\$

Date .....

TOTAL EXPENDITURES TO DATE

\$ 21.00



# TRUSTEES' RECORD OF RECEIPTS

DATE	RECEIPTS REPORTED BY COLLECTOR	AMOUNT
	Carried forward	\$
	Total (to be carried forward)	\$

Total receipts to date..... \$

Deduct total expenditures to date.....

Balance on hand..... \$

Date .....

4 June 13 1939  
 PURPOSE Moving school home ground  
 PAY TO THE ORDER OF Ben Countryman  
 Three and 70s DOLLARS

First National Bank & Trust Co.  
 Ellenville N.Y.  
 5  
 Henning

TRUSTEE'S COPY — NOT NEGOTIABLE  
 Oscar Houghtaling

5 July 22 1939  
 PURPOSE Books (Library)  
 PAY TO THE ORDER OF Junior Press Books  
 Forty and 55c DOLLARS

First National Bank & Trust Co.  
 Ellenville N.Y.  
 5  
 Henning

TRUSTEE'S COPY — NOT NEGOTIABLE  
 Oscar Houghtaling

6 July 22 1939  
 PURPOSE school supplies  
 PAY TO THE ORDER OF Radford M. Moore & Co.  
 Fifteen and 09c DOLLARS

First National Bank & Trust Co.  
 Ellenville N.Y.  
 5  
 Henning

TRUSTEE'S COPY — NOT NEGOTIABLE  
 Oscar Houghtaling

TOTAL EXPENDITURES CARRIED FORWARD

\$ 21.60  
 \$ 3.00 ✓  
 \$ 40.55 ✓  
 \$ 15.09 ✓  
 \$ 79.64



# TRUSTEES' RECORD OF RECEIPTS

DATE	RECEIPTS REPORTED BY COLLECTOR	AMOUNT	
		\$	
	Carried forward		
	Total (to be carried forward)	\$	

Total receipts to date..... \$.....

Deduct total expenditures to date.....

Balance on hand..... \$.....

Date .....

TOTAL EXPENDITURES CARRIED FORWARD

No. 7 July 22 1939

PURPOSE Electricity  
 PAY TO THE ORDER OF Central Hudson Gas & Electric Corp.  
nine and 3/10 DOLLARS

First National Bank & Trust Co. 5  
Ellenville N. Y. Henning

TRUSTEE'S COPY — NOT NEGOTIABLE

Oscar Houghtaling

No. 8 July 22 1939

PURPOSE Business Controls  
 PAY TO THE ORDER OF Gladys Houghtaling  
Ten and 00/100 DOLLARS

First National Bank & Trust Co. 5  
Ellenville N. Y. Henning

TRUSTEE'S COPY — NOT NEGOTIABLE

Oscar Houghtaling

No. 9 July 29 1939

PURPOSE Work on walk to school house  
 PAY TO THE ORDER OF Norway Houghtaling  
Eighteen and 00/100 DOLLARS

National Bank & Trust Co. 5  
Ellenville N. Y. Henning

TRUSTEE'S COPY — NOT NEGOTIABLE

TOTAL EXPENDITURES TO DATE

\$ 79.64

\$ 9.63 ✓

\$ 10.00 ✓

\$ 18.00 ✓

\$ 117.27



DATE	RECEIPTS REPORTED BY COLLECTOR	AMOUNT	
		\$	
	Carried forward		
	Total (to be carried forward)	\$	

Deduct total expenditures to date.....

Balance on hand.....\$.....

Date .....

\$ 117.27

PURPOSE Wrote on walk to school house 0 0

First National Bank & Trust Co.  
Ellenville N. Y.

Oscar Houghtaling

PURPOSE work on school bus walk.

East National Bank & Trust Co.  
Ellenville N.Y.

Oscar Houghtaling

PURPOSE Wanda walk to school house

East National Bank & Trust Co.  
Ellenville N. Y.

*Oscar Howe Building*  
TOTAL EXPENDITURES TO DATE

TOTAL EXPENDITURES TO DATE

\$ 1.70.27



# TRUSTEES' RECORD OF RECEIPTS

DATE	RECEIPTS REPORTED BY COLLECTOR	AMOUNT	
		\$	
	Carried forward		
	Total (to be carried forward)	\$	

Total receipts to date..... \$.....

Deduct total expenditures to date.....

Balance on hand..... \$.....

Date .....

TOTAL EXPENDITURES CARRIED FORWARD

No. 13 August 5 1939  
 PURPOSE Wash on Walk to school house  
 PAY TO THE ORDER OF Ben Countryman  
Thirteen and 5/100 DOLLARS

First National Bank + Trust Co.  
Ellenville N.Y. 5  
Hemming

TRUSTEE'S COPY — NOT NEGOTIABLE

Oscar Houghtaling

No. 14 August 26 1939  
 PURPOSE cleaning school house + taking up Censuses  
 PAY TO THE ORDER OF Bladys Houghtaling  
Eighteen and 0/100 DOLLARS

First National Bank + Trust Co.  
Ellenville N.Y. 5  
Hemming

TRUSTEE'S COPY — NOT NEGOTIABLE

Oscar Houghtaling

No. 13 August 26 1939  
 PURPOSE painting, fixing toilet, repairs on school house  
 PAY TO THE ORDER OF Arthur Mackey  
Twenty four and 0/100 DOLLARS

First National Bank + Trust Co.  
Ellenville N.Y. 5  
Hemming

TRUSTEE'S COPY — NOT NEGOTIABLE

Oscar Houghtaling

TOTAL EXPENDITURES TO DATE

\$ 110.27  
13.50 ✓  
18.00 ✓  
24.80 ✓  
166.57



DATE	RECEIPTS REPORTED BY COLLECTOR	AMOUNT	
	Carried forward	\$	
	Total (to be carried forward)	\$	

Deduct total expenditures to date.....

Balance on hand..... \$

Date \_\_\_\_\_

First National Bank & Trust Co.  
Ellenville N.Y.

Oscar Haugstating

First National Bank Trust Co.  
Ellenville N.Y.

oscar wrightling

First National Bank Trust Co.  
Ellenville N.Y.

over nothing

TOTAL EXPENDITURES TO DATE

166,57

\$ 3.00 ✓

40.46 ✓

\$1.90 ✓

211.93



DATE	RECEIPTS REPORTED BY COLLECTOR	AMOUNT	
	Carried forward	\$	
	Total (to be carried forward)	\$	

Date .....

*Oscar Hightower*  
TOTAL EXPENDITURES TO DATE

\$243.42



DATE	RECEIPTS REPORTED BY COLLECTOR	AMOUNT	
	Carried forward	\$	
	Total (to be carried forward)	\$	

Deduct total expenditures to date.....

Date .....

\$ 243.42

PAY TO THE ORDER OF May Helen Ringwood  
Six and 6/100 DOLLARS

TRUSTEE'S COPY — NOT NEGOTIABLE

PAY TO THE ORDER OF Virgil Houghtaling  
Three and 00/100 DOLLARS

TRUSTEE'S COPY—NOT NEGOTIABLE

PAY TO THE ORDER OF Charlotte Brunton  
Thirteen and 70 DOLLARS

TRUSTEE'S COPY—NOT NEGOTIABLE

*Oscar Foughtling*  
TOTAL EXPENDITURES TO DATE

\$ 266.05



# TRUSTEES' RECORD OF RECEIPTS

DATE	RECEIPTS REPORTED BY COLLECTOR	AMOUNT	
		\$	
	Carried forward		
	Total (to be carried forward)	\$	

Total receipts to date..... \$.....

Deduct total expenditures to date.....

Balance on hand..... \$.....

Date .....

TOTAL EXPENDITURES CARRIED FORWARD

\$ 266.05

No. 25 September 25 1939  
 PURPOSE school supplies  
 PAY TO THE ORDER OF Radford M. Moore  
Ten and 00/100 DOLLARS

\$ 10.00 ✓

First National Bank & Trust Co.  
Ellenville N.Y.  
Oscar Houghtaling

TRUSTEE'S COPY — NOT NEGOTIABLE

No. 26 September 25 1939  
 PURPOSE teaching school  
 PAY TO THE ORDER OF May Helen Ringwood  
one hundred fifteen and 20/100 DOLLARS

\$ 115.20 ✓

First National Bank & Trust Co.  
Ellenville N.Y.  
Oscar Houghtaling

TRUSTEE'S COPY — NOT NEGOTIABLE

No. 27 September 28 1939  
 PURPOSE transportation High School children

PAY TO THE ORDER OF Percy Cole  
Sixty-five and 00/100 DOLLARS

\$ 65.00 ✓

First National Bank & Trust Co.  
Ellenville N.Y.  
Oscar Houghtaling

TRUSTEE'S COPY — NOT NEGOTIABLE

TOTAL EXPENDITURES TO DATE

\$ 446.25



# TRUSTEES' RECORD OF RECEIPTS

DATE	RECEIPTS REPORTED BY COLLECTOR	AMOUNT	
		\$	
	Carried forward		
	Total (to be carried forward)	\$	

Total receipts to date..... \$.....

Deduct total expenditures to date..... \$.....

Balance on hand..... \$.....

Date .....

TOTAL EXPENDITURES CARRIED FORWARD

NO. 28

September 28

1939

PURPOSE High School pupil

PAY TO THE ORDER OF

Arthur Mackey

Fifty-seven and 50/100

DOLLARS

First National Bank & Trust Co.

Ellenville N.Y.

5  
Henning

TRUSTEE'S COPY — NOT NEGOTIABLE

Oscar Houghtaling

NO. 29

September 28

1939

PURPOSE Tramp school children

PAY TO THE ORDER OF

Arthur Mackey

Sixty-six and 50/100

DOLLARS

First National Bank & Trust Co.

Ellenville N.Y.

5  
Henning

TRUSTEE'S COPY — NOT NEGOTIABLE

Oscar Houghtaling

NO. 30

October 6

1939

PURPOSE Current Events

PAY TO THE ORDER OF

May Helen Ringwood

One and 25/100

DOLLARS

First National Bank & Trust Co.

Ellenville N.Y.

5  
Henning

TRUSTEE'S COPY — NOT NEGOTIABLE

Oscar Houghtaling

TOTAL EXPENDITURES TO DATE

\$ 561.50

\$ 1.25 ✓

\$ 66.50 ✓

\$ 47.50 ✓

\$ 446.25



DATE	RECEIPTS REPORTED BY COLLECTOR	AMOUNT	
		\$	
	Carried forward		
	Total (to be carried forward)	\$	

Date .....

\$ 785.00



# TRUSTEES' RECORD OF RECEIPTS

DATE	RECEIPTS REPORTED BY COLLECTOR	AMOUNT	
		\$	
	Carried forward		
	Total (to be carried forward)	\$	

Total receipts to date..... \$.....

Deduct total expenditures to date.....

Balance on hand..... \$.....

Date .....

TOTAL EXPENDITURES CARRIED FORWARD

\$ 705.00

No. 34 October 28 1939

PURPOSE transp school children

PAY TO THE ORDER OF Arthur Mackey

fifty-two and 00/100

DOLLARS

First National Bank & Tr Co.  
Ellenville N. Y.

5  
Henning

\$ 52.50 ✓

TRUSTEE'S COPY — NOT NEGOTIABLE

Oscar Houghtaling

No. 35 October 28 1939

PURPOSE putting in driveway

PAY TO THE ORDER OF Leonard Akerley

Three and 00/100

DOLLARS

First National Bank & Tr Co.  
Ellenville N. Y.

5  
Henning

\$ 3.00 ✓

TRUSTEE'S COPY — NOT NEGOTIABLE

Oscar Houghtaling

No. 36 October 30 1939

PURPOSE teaching school

PAY TO THE ORDER OF May Helen Ringwood

sixty and 00/100

DOLLARS

First National Bank & Tr Co.  
Ellenville N. Y.

5  
Henning

\$ 60.00 ✓

TRUSTEE'S COPY — NOT NEGOTIABLE

Oscar Houghtaling

TOTAL EXPENDITURES TO DATE

\$ 820.50



DATE	RECEIPTS REPORTED BY COLLECTOR	AMOUNT	
	Carried forward	\$	
	Total (to be carried forward)	\$	

Date .....

\$ 820.50

TOTAL EXPENDITURES TO DATE

\$ 943.50



# TRUSTEES' RECORD OF RECEIPTS

DATE	RECEIPTS REPORTED BY COLLECTOR	AMOUNT	
		\$	
	Carried forward		
	Total (to be carried forward)	\$	

Total receipts to date..... \$.....

Deduct total expenditures to date..... \$.....

Balance on hand..... \$.....

Date .....

TOTAL EXPENDITURES CARRIED FORWARD

\$ 945.50

No. 40 November 13 1939

PURPOSE school supplies

PAY TO THE ORDER OF Radford M. Moore + Co. Mr.  
Forty-two and 42/100 DOLLARS

\$ 42.45 ✓

First National Bank & Trs.  
Ellenville N.Y. 5  
Henning

TRUSTEE'S COPY — NOT NEGOTIABLE

Oscar Houghtaling

No. 41 November 13 1939

PURPOSE teaching school

PAY TO THE ORDER OF May Helen Ringwood  
Fifty-five and 20/100 DOLLARS

\$ 55.20 ✓

First National Bank & Trs.  
Ellenville N.Y. 5  
Henning

TRUSTEE'S COPY — NOT NEGOTIABLE

Oscar Houghtaling

No. 42 November 18 1939

PURPOSE painter work

PAY TO THE ORDER OF Vernon Tompkins  
Three and 00/100 DOLLARS

\$ 3.00 ✓

First National Bank & Trs.  
Ellenville N.Y. 5  
Henning

TRUSTEE'S COPY — NOT NEGOTIABLE

Oscar Houghtaling

TOTAL EXPENDITURES TO DATE

\$ 1044.15



DATE	RECEIPTS REPORTED BY COLLECTOR	AMOUNT	
	Carried forward	\$	
	Total (to be carried forward)	\$	

Date .....

TOTAL EXPENDITURES TO DATE

\$ 1290.85



# TRUSTEES' RECORD OF RECEIPTS

DATE	RECEIPTS REPORTED BY COLLECTOR	AMOUNT
	Carried forward	\$
	Total (to be carried forward)	\$

Total receipts to date..... \$

Deduct total expenditures to date.....

Balance on hand..... \$

Date .....

TOTAL EXPENDITURES CARRIED FORWARD

\$ 1290.85

NO. 46 November 29 1939

PURPOSE Transp High School Pupil

PAY TO THE ORDER OF Arthur Mackey  
Forty seven and 50/100

DOLLARS

\$ 47.50 ✓

First National Bank & Trust Co.  
Ellenville N. Y. 5  
Henning

TRUSTEE'S COPY — NOT NEGOTIABLE

Oscar Houghtaling

NO. 47 November 29 1939

PURPOSE Literary Text

PAY TO THE ORDER OF Max Helen Ringwood  
Six and 45/100

DOLLARS

\$ 6.45 ✓

First National Bank & Trust Co.  
Ellenville N. Y. 5  
Henning

TRUSTEE'S COPY — NOT NEGOTIABLE

Oscar Houghtaling

NO. 48 November 29 1939

PURPOSE Building Repair Material

PAY TO THE ORDER OF M. C. Curry  
Five and 00/100

DOLLARS

\$ 5.00 ✓

First National Bank & Trust Co.  
Ellenville N. Y. 5  
Henning

TRUSTEE'S COPY — NOT NEGOTIABLE

Oscar Houghtaling

TOTAL EXPENDITURES TO DATE

\$ 1345.35



DATE	RECEIPTS REPORTED BY COLLECTOR	AMOUNT	
	Carried forward	\$	
	Total (to be carried forward)	\$	

Date .....

\$1395.35

\$ 14.00 ✓

\$ 79 ✓

\$ 16.00 ✓

382.14

TOTAL EXPENDITURES TO DATE



DATE	RECEIPTS REPORTED BY COLLECTOR	AMOUNT	
	Carried forward	\$	
	Total (to be carried forward)	\$	

Deduct total expenditures to date.....

Date .....

No. 52 December 16 1939

PURPOSE Business Controls

PAY TO THE ORDER OF Charlotte Burnton  
Five and 9/10 DOLLARS

Trust National Bank + Trust Co.  
Elkville N. Y.

**TRUSTEE'S COPY—NOT NEGOTIABLE**

Oscar Houghtaling

No. 53 December 18 1939

PURPOSE trans school children

PAY TO THE ORDER OF Arthur Mackey  
Fifty nine and 50/100 DOLLARS

First National Bank & Trust Co.  
Albany, N. Y.

TRUSTEE'S COPY—NOT NEGOTIABLE

Oscar Houghstaling

No. 54 December 18 1939

PURPOSE transp. H. S. Pupils on Red Hill

PAY TO THE ORDER OF Arthur Mackey  
Thirty and 00/100 DOLLARS

First National Bank & Trust Co.  
Eden Mills N. Y.

TRUSTEE'S COPY—NOT NEGOTIABLE

*Outer Houghtaling*

TOTAL EXPENDITURES TO DATE

1382.14

\$ 5.00 ✓

59. 50 ✓

\$30.00 ✓

\$1476.64



# TRUSTEES' RECORD OF RECEIPTS

DATE	RECEIPTS REPORTED BY COLLECTOR	AMOUNT	
		\$	
	Carried forward		
	Total (to be carried forward)	\$	

Total receipts to date..... \$.....

Deduct total expenditures to date.....

Balance on hand..... \$.....

Date .....

No. 55 December 18 1939

PURPOSE transferring school children  
 PAY TO THE ORDER OF Percy Cole  
fifty and 00/100 DOLLARS

\$ 50.00 ✓

First National Bank & Trust Co  
Ellenville N.Y.  
5  
Henning

TRUSTEE'S COPY — NOT NEGOTIABLE

Oscar Houghtaling

No. 56 December 18 1939

PURPOSE teaching school  
 PAY TO THE ORDER OF May Helen Ringwood  
fifty and 00/100 DOLLARS

\$ 50.00 ✓

First National Bank & Trust Co  
Ellenville N.Y.  
5  
Henning

TRUSTEE'S COPY — NOT NEGOTIABLE

Oscar Houghtaling

No. 57 January 29 1940

PURPOSE transferring school  
 PAY TO THE ORDER OF Arthur Mackey  
seventy seven and 00/100 DOLLARS

\$ 77.00 ✓

First National Bank & Trust Co  
Ellenville N.Y.  
5  
Henning

TRUSTEE'S COPY — NOT NEGOTIABLE

Oscar Houghtaling

TOTAL EXPENDITURES TO DATE

\$ 1653.64



# TRUSTEES' RECORD OF RECEIPTS

DATE	RECEIPTS REPORTED BY COLLECTOR	AMOUNT
	Carried forward	\$
	Total (to be carried forward)	\$

Total receipts to date..... \$

Deduct total expenditures to date.....

Balance on hand..... \$

Date .....

No. 58 January 29 1940  
 PURPOSE transp High  
 PAY TO THE ORDER OF Arthur Mackey  
Sixty-five and 00/100 DOLLARS

First National Bank Ltd Co.  
Ellenville N.Y.  
5  
Henning

TRUSTEE'S COPY — NOT NEGOTIABLE

Oscar Houghtaling

No. 59 January 29 1940  
 PURPOSE transp. High School Children  
 PAY TO THE ORDER OF Percy Cole  
Eighty and 00/100 DOLLARS

First National Bank Ltd Co.  
Ellenville N.Y.  
5  
Henning

TRUSTEE'S COPY — NOT NEGOTIABLE

Oscar Houghtaling

No. 60 January 29 1940  
 PURPOSE teaching school  
 PAY TO THE ORDER OF May Helen Ringwood  
One hundred fifty one and 00/100 DOLLARS

First National Bank Ltd Co.  
Ellenville N.Y.  
5  
Henning

TRUSTEE'S COPY — NOT NEGOTIABLE

Oscar Houghtaling

TOTAL EXPENDITURES TO DATE

\$ 1653.64

\$ 65.00 ✓

\$ 80.00 ✓

\$ 151.60 ✓

\$ 1950.24



# TRUSTEES' RECORD OF RECEIPTS

DATE	RECEIPTS REPORTED BY COLLECTOR	AMOUNT
	Carried forward	\$
	Total (to be carried forward)	\$

Total receipts to date..... \$.....

Deduct total expenditures to date.....

Balance on hand..... \$.....

Date .....

NO. 61 TOTAL EXPENDITURES CARRIED FORWARD  
 PURPOSE school supplies January 27 1940  
 PAY TO THE ORDER OF Radford M. Moore & Co.  
forty-five and 00/100 DOLLARS

First National Bank & Trust Co.  
Ellenville N.Y.  
 TRUSTEE'S COPY — NOT NEGOTIABLE

NO. 62 Oscar Houghtaling 1940  
 PURPOSE Janitor work & cleaning  
 PAY TO THE ORDER OF Vernon Tompkins  
thirty-three and 00/100 DOLLARS

First National Bank & Trust Co.  
Ellenville N.Y.  
 TRUSTEE'S COPY — NOT NEGOTIABLE

NO. 63 February 3 1940  
 PURPOSE Business Controller  
 PAY TO THE ORDER OF Gladys Houghtaling  
Five and 00/100 DOLLARS

First National Bank & Trust Co.  
Ellenville N.Y.  
 TRUSTEE'S COPY — NOT NEGOTIABLE

\$ 1950.24

\$ 45.49 ✓

\$ 33.00 ✓

\$ 5.00 ✓

Oscar Houghtaling

Oscar Houghtaling

2033.73

TOTAL EXPENDITURES TO DATE



# TRUSTEES' RECORD OF RECEIPTS

DATE	RECEIPTS REPORTED BY COLLECTOR	AMOUNT	
	Carried forward	\$	
	Total (to be carried forward)	\$	

Total receipts to date..... \$.....

Deduct total expenditures to date.....

Balance on hand..... \$.....

Date .....



